

Audit and Governance Committee – Tracking Decisions 2024/25

Minute No.	Resolution	Date Due & Progress
Minute 4 Chair's Urgent Business 25 July 2023	The Committee agreed that officers should consult with Southampton City Council regarding the Electoral Cycle Consultation and Electoral Review and that the consultation is submitted to the Audit and Governance Committee prior to submission to Full Council.	Date Due: September 2023 Progress: Complete January 2024.
Minute 42 Risk Management Monitoring Report November 2023 28 November 2023	A SharePoint page would be created for members of the Committee, to see risk management information in near real time.	Date Due: January 2024 Officer Responsible: Ross Jago Progress: Request formally made 1 December 2023. Chased 26 March 2024, 23 April 2024, 12 July 2024.
Minute 49 Constitutional Review Update 16 January 2024	<ol style="list-style-type: none"> 1. Recommend the Amended Part E and Petition Scheme/Guidance to City Council for approval; 2. Recommend the New Rule of Debate and Standards Committee terms of reference to City Council for approval; 3. Adjust the quorum for Audit and Governance Committee to four members; 	Date Due: 29 January 2024 Officer Responsible: Ross Jago Progress: Complete.

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Minute 50 2019/20 Audit Update 16 January 2024	When a decision was reached with DLUHC, members of the Committee would be made aware.	Date Due: Expected before end of February 2024. Officer Responsible: David Northey Progress: Complete. Press release shared with all Councillors before it was released.
Minute 52 Electoral Cycle Consultation Arrangements 16 January 2024	That a consultation exercise on the Council's electoral cycle was undertaken to run concurrently with Local Government Boundary Commission for England proposals for revised ward names, numbers and boundaries between July and September 2024.	Date Due: July 2024 Officer Responsible: Giles Perritt Progress: Complete. Item on agenda for July 2024 meeting.
Minute 59 External Audit – Audit Findings Report 2020/21 12 March 2024	To provide a break down of the 'Grants Income Recognition and Presentation' totalling £313.5m and how much was capital and revenue, and how much was provided to outside organisations, and how much was for COVID19 support.	Date Due: 27 March 2024 Officer Responsible: David Northey Progress: Complete. Formal request sent 13 March 2024. Response shared with Members via email on 26 March 2024.
Minute 59 External Audit – Audit Findings Report 2020/21 12 March 2024	There would be an independent review into the pension transaction from October 2019 and as soon as there was information on when the review was to take place, and what its scope would be, David Northey would let members of the Committee know, as well as any other relevant members.	Date Due: On hold. Officer Responsible: David Northey Progress: Formal request sent 13 March 2024. No update as of 20 March 2024 as to when the review might take place.

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Minute 60 Whistleblowing Policy 12 March 2024	Ross Jago (Head of Governance, Performance and Risk) agreed to provide members with an explanation as to why Councillors, agency workers and contractors were exempt from the Whistleblowing Policy.	Date Due: 27 March 2024 Officer Responsible: Ross Jago Progress: Formal request sent 13 March 2024. Chased 26 March 2024, 23 April 2024, 12 July 2024.
Minute 60 Whistleblowing Policy 12 March 2024	It was suggested that Section 3.4 be considered for re-wording, as it put too much pressure on people to put their name to a whistleblowing report.	Date Due: 27 March 2024 Officer Responsible: Ross Jago Progress: Formal request sent 13 March 2024. Chased 26 March 2024, 23 April 2024, 12 July 2024.
Minute 60 Whistleblowing Policy 12 March 2024	Section 2.2 did not include inappropriate behaviour, so Ross Jago (Head of Governance, Performance and Risk) agreed to provide information to members on how this would be dealt with through existing HR policies, or if it needed to be included in the Whistleblowing Policy.	Date Due: 27 March 2024 Officer Responsible: Ross Jago Progress: Formal request sent 13 March 2024. Chased 26 March 2024, 23 April 2024, 12 July 2024.
Minute 60 Whistleblowing Policy 12 March 2024	It was suggested that Section 6.1 a should be changed to 'any Councillor'.	Date Due: 27 March 2024 Officer Responsible: Ross Jago Progress: Formal request sent 13 March 2024. Chased 26 March 2024, 23 April 2024, 12 July 2024.

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<p>Minute 60 Whistleblowing Policy</p> <p>12 March 2024</p>	<p>It was suggested that ‘MP’s’ be included in Section 6.1.</p>	<p>Date Due: 27 March 2024</p> <p>Officer Responsible: Ross Jago</p> <p>Progress: Formal request sent 13 March 2024. Chased 26 March 2024, 23 April 2024, 12 July 2024.</p>
<p>Minute 60 Whistleblowing Policy</p> <p>12 March 2024</p>	<p>Ross Jago (Head of Governance, Performance and Risk) agreed to provide information to the Committee on process if the Service Director was the subject of a Whistleblowing issue.</p>	<p>Date Due: 27 March 2024</p> <p>Officer Responsible: Ross Jago</p> <p>Progress: Formal request sent 13 March 2024. Chased 26 March 2024, 23 April 2024, 12 July 2024.</p>
<p>Minute 63 Risk Management Monitoring Report – March 2024</p> <p>12 March 2024</p>	<p>Self-evaluation survey would be circulated to members.</p>	<p>Date Due: 27 March 2024</p> <p>Officer Responsible: Ross Jago</p> <p>Progress: Complete. Sent to members via email on 12 March 2024.</p>
<p>Minute 64 Polling Districts, Place and Stations Review 2023</p> <p>12 March 2024</p>	<p>Officers would confirm if High Street Primary School would be a polling station for May 2024.</p>	<p>Date Due: 27 March 2024</p> <p>Officer Responsible: Maddie Halifax</p> <p>Progress: Complete. Response shared with members of the Committee on 27 March 2024.</p>